

CITY OF WINCHESTER  
BOARD OF PUBLIC WORKS AND SAFETY  
MEETING MINUTES  
TUESDAY, OCTOBER 1, 2013

Regular meeting @ 8:20 a.m.  
Council Chambers / City Hall / 113 E. Washington St.

Pledge – Mayor Croyle  
Prayer – Mayor Croyle

Mayor Croyle called the meeting to order and presided over the meeting. Clerk-Treasurer, Vicki Haney, recorded the minutes.

The Clerk-Treasurer's roll call showed three Board of Public Works and Safety members present.

Mayor Steve Croyle  
Councilor Todd Schroeder  
Mr. Richard Gough

Additional Officials Present:

Meeks Cockerill, City Attorney; Chris Martin, Waste Water Treatment Plant Superintendent; Mike Burk, Police Chief; and Kathy Bond, Parks Department Superintendent

Approval of the Minutes

Mr. Gough moved to approve the minutes of the September 17, 2013 meeting. Councilor Schroeder seconded. Motion passed 3-0.

UNFINISHED BUSINESS

Risk Management Insurance

Mayor Croyle stated the decision was made to continue with the current agent. Chris Lay, Certified Insurance Counselor, First Merchants Insurance. Mr. Lay has represented the City well in recent years.

Wind Energy

Mayor Croyle stated he recently received an email from Tony Kuykendall, Performance Services. The email stated the base ring needs to be shipped and set before the construction can begin on the turbine.

Storm Water Study Areas

The City is going to expand Greenville Pike to allow for better drainage. Street improvements will also be part of this project.

NEW BUSINESS

Parks Department Report

Superintendent Bond reported water leaks were discovered in the Goodrich Park. The Goodrich Trust Wish List has been submitted. Superintendent Bond will be notified once the List is approved.

#### Police Department Patrolman Position

The Board of Public Works and Safety conducted an executive session preceding this meeting. The purpose of the executive session was to receive information about a prospective employee. Mayor Croyle stated Traci Tucker, Patrolwoman, submitted her resignation effective today, October 1, 2013. Chief Burk presented the names of two candidates to fill the position. Chief Burk stated Josh Geesy, who has been a reserve officer since 2009, and Ryan Miley, who has been a reserve officer since 2012, have displayed interest in the position. Councilor Schroeder asked Chief Burk for his recommendation of which officer the City should hire. Chief Burk stated his recommendation is Ryan Miley. Mr. Gough moved to approve Chief Burk's recommendation and hire Ryan Miley as a full time officer. Councilor Schroeder seconded. Motion passed 3-0.

#### WTH Technology INC

Tony Shriner, WTH Technology INC representative stated the GIS Company works mainly in Indiana. Mr. Shriner was present to discuss a new VIT Manager WHT Technology is selling. The VIT Manager allows the people within a given geographical location to be able to communicate within the WTH software. A demonstration was completed. Dylan (via internet connection) described the core product. Superintendent Martin stated the sewers are mapped in the GIS Map. The live layer allows the City to send out current information to the other viewers of the software and the public. This module would need to be uploaded to the City's server so the information could be shared quickly. Mayor Croyle asked how this software is better than Code Red Software. A tornado scenario was shown. The GIS Map gives the citizens and City employees a visual picture of what is happening and where it is happening. Anything can be put on the map and the information can be pushed to the public. This software could be used in the Parks Department because trees can be labeled, or the Street Department for street sign inventory. Chief Burk has been looking for some type of tracking software that will help in a critical incident scenario. He would like the software to be applied for the public safety sector and also the public sector. All of the documentation would be harbored within the GIS Mapping Software. Mayor Croyle asked if it would be good for the City to purchase this software if the County does not have it yet for their emergency operations. Chief Burks stated it may be a good opportunity to partner with the County. The pre-planning protocols within the software could be very useful because the action of the public safety officials could be determined before an emergency event occurs. This software allows the public safety officials to make adjustments to the preplanned event while the event is occurring. Chief Burk has been looking for something like this, and it is used in 70 of the 92 counties in Indiana. The City already has some layers within the current systems that could be transferred to the new system. This can be a shared solution; Sheriff Hendrickson also wants to purchase this software. Maybe multiple entities can collaborate to purchase the system. The incident commander at the scene of the incident would be responsible for updating the information. Anyone with authorized access can add an event within 5 seconds and can edit any event. This program has a set cost and annual maintenance. The City would be able to dictate who has the authority to change the information. If the event manager solution has purchased, more maps may need to be purchased for additional users. Mayor Croyle is extremely interested in this concept. A proposal will be developed for the City to determine if the solution is obtainable. The approximate cost range is Ten Thousand Dollars (\$10,000.00) to Fifteen Thousand Dollars (\$15,000.00). Most of the current clients would like to talk to other cities about the software. Mayor Croyle stated that once this software is implemented the City of Winchester could incorporate into a partnership with the County. The cost is for the County Deployment, because the maps are developed at the county level. Updates are deployed on a structured, scheduled basis. Training is also included in the annual support, if it is necessary.

#### Waste Water Treatment Plant Report

Superintendent Martin reported Star Burst Technology, LLC submitted quotes for the Digester Decant Tank. The current ozone equipment could be traded for new equipment. Attorney Cockerill will be asked about the trade in. Two quotes were submitted:

Quote 1	Without Trade-in of Ozone Equipment	\$8,975.00
Quote 2	With Trade-in of Ozone Equipment	\$3,475.00

The ozone equipment is not currently being used. Mr. Gough will discuss the Star Burst equipment with the Waste Water Treatment Superintendent in Albany. Mr. Gough spoke to an Albany Council Member who is very satisfied with the equipment.

The plant is running 400,000 gallons of water a day. Castings are being raised to prepare for paving.

#### 312 N Union Street

Cathy Baldwin, owner of the property located at 312 N. Union Street, next to the railroad track, has discovered she is connected to a septic tank, not the City sewer system. Many tree roots have grown into the septic tank and connecting line which are causing septic issues at her property. Mayor Croyle stated it is generally the property owner's responsibility to connect to the City sewer if septic issues persist. Mayor Croyle stated that since the City is going to be completing major work in that area in the near future perhaps the City could assist in extending the sewage lateral to her location. It will be approximately 75 to 80 feet in length.

#### Sewage Affidavits

Brady Whitehead, owner of the property located at 403 W. Franklin Street, is requesting the property be removed from the sewage and refuse billing because the dwelling was damaged in a fire. The property would be removed from the billing for six months. Councilor Schroeder moved to approve the sewage affidavit. Mr. Gough seconded. Motion passed 3-0.

#### Change of Meeting Date

Mayor Croyle explained Indiana Michigan Power is hosting a seminar regarding economic development issues and the City's participation in these issues. Mayor Croyle would like to change the October 15, 2013 meeting to October 14, 2013 so he can attend the seminar. Councilor Schroeder moved to change the meeting date. Mr. Gough seconded. Motion passed 3-0.

#### Clerk-Treasurer's Report

The 2014 budget will be presented to the Board of Public Works and Safety at the next meeting.

#### Adjournment

There being no further matters to discuss, Mr. Gough moved to adjourn. Councilor Schroeder seconded. Motion passed 3-0. The October 1, 2013 meeting was adjourned at 9:22 am.

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Mayor, Steve Croyle

ATTEST: \_\_\_\_\_  
Vicki Haney, Clerk-Treasurer